

**Stafford Regional Airport Authority**  
**July 14, 2009**  
**Meeting Minutes**

**CALLED TO ORDER:**

The monthly meeting of the Stafford Regional Airport Authority was called to order July 14, 2009, at 8:30 a.m. by Board Member Desi Arnaiz in the Stafford Regional Airport Conference Room, 75 Aviation Way, Fredericksburg, Virginia 22406.

- The Invocation:** Mr. Scharpenberg conducted the Invocation, which was followed by the Pledge of Allegiance.
- Roll Call:** Mr. Wallis conducted Roll Call.
- Members Present:** Mr. Walt George; Mr. Desi Arnaiz; Mr. John Garvin; Mr. Hank Scharpenberg; Mr. T. Campbell
- Members Absent:** Mr. Mike Wood and Mr. Vern Torney
- Staff Present:** Mr. Marshall Eichfeld, Delta Consultant; Mr. Jeff Wellman, Talbert & Bright; Mr. Dave Jones, Campbell & Paris Engineers; Mr. Ed Wallis, Airport Manager
- Public Present:** Mr. Duane Amann, AOPA; Mr. Jim Lawrence, *Stafford County Sun*; Mr. Scott Huff
- Public Presentation:** None

- AOPA Presentation:** Mr. Amann reported.
1. Ninety –Nines monthly meeting
  2. NBAA Challenges FAA Release of Information on Business Jet Travel (Unblocking Corporate Tail Numbers)
  3. AOPA work on aviation fuel specs
  4. Alternative Fuel
  5. GA needs a voice in Security Plans
  6. AOPA ASN Volunteers; one year anniversary

- Meeting Minutes:** June 9, 2009 meeting minutes were reviewed and corrected. Mr. Scharpenberg made the motion to accept meeting minutes. Mr. Campbell seconded. Motion passed 4-0. 1 Abstained.

**ENGINEER'S REPORT:**

**Campbell and Paris:** Mr. Dave Jones reported.

**Items Discussed:**

**Security Lighting:**

1. The project is complete.
2. SRAA is signing the final check to Campbell & Paris today.

**Runway 33 Obstructions:**

1. Negotiations are continuing.
2. Timeline for the funding of Runway 33

**Delta Airport Consultant:** Mr. Eichfeld reported.

Items Discussed:

Apron Expansion PH II:

1. Grading, seeding and paving are completed onsite.
2. Due to the weather, Change Order #3 will be submitted for 7 additional days. Once SRAA signs it, Mr. Eichfeld will forward it to DOAV and FAA for their review and approval.
3. Finley, the asphalt contractors, will be charged for some liquidated damages.
4. Mr. Wallis and Finley Asphalt are deciding the completion date for the project.
5. The punch list should be completed in 30 days.
6. Mr. Eichfeld suggested that the Authority talk with the contractor to help them consider all options on what they can do with the dirt.

Mr. Scharpenberg made the motion for the Chairman to sign Change Order #3.  
Mr. Campbell seconded. Motion passed 5-0.

**Talbert & Bright:** Mr. Wellman reported.

Items Discussed:

Terminal Building Design Site: Mr. Tarkington reported

1. The Terminal Building and Site design is completed, and Talbert & Bright is working with the County on the review issues.

Master Plan:

1. Talbert & Bright has submitted the master plan grant to FAA, which should have the grant written in a couple of weeks.
2. Talbert & Bright and The Authority need to set up meeting times to discuss the master plan update.

**CHAIRMAN'S REPORT:** Mr. George reported.

Items Discussed:

1. Re-capped FY09 events
2. Re-capped Minimum standard meeting with the public

**TREASURER'S REPORT:** Mr. George reported.

Items Discussed:

1. June Profit & Loss, YTD and Balance Sheet
2. FY10 Budget
3. Election of Officers was tabled until the re-appointment of the Stafford board members.
4. Mr. George is to finish the MDA
5. Pencil drafts of FY08 audit

Mr. Arnaiz made the motion to approve the Treasurer's Report. Mr. Scharpenberg seconded. Motion passed 5-0.

**AIRPORT MANAGER'S REPORT:** Mr. Wallis reported.

**Items Discussed:**

**SRA:**

1. Security Lighting
2. Access Control system
3. Notice to Airman
4. Important Dates to Remember
5. SRAA hosting FPED FY08
6. VDH conducting a mass vacation exercise.

**FBO:**

1. Fuel Gallon Total
2. Jet Truck Maintenance
3. Staff

**OPERATIONS:**

1. Based Aircrafts
2. Available T Hangars
3. Noise Complaints
4. Equipment Status
5. Desired Equipment List
6. Vehicle Fuel Use
7. Fuel Farm Maintenance

Mr. Arnaiz made the motion for the Authority to approve the 24<sup>th</sup> Marine Expeditionary Unit for the use of the proposed area at the Airport during the month of July. Mr. Scharpenberg seconded. Motion passed 5-0.

**OLD BUSINESS:**

**Items Discussed:**

1. Waiting on the tenants responses on the minimum standards
2. Strategic Planning Session
3. Apex Cycle Education.
4. RW Obstructions Appraisals (previously discussed)
5. Fredericksburg Mustang Club
6. 24<sup>th</sup> Marine Expeditionary Unit (previously discussed)

**NEW BUSINESS:**

**Items Discussed:**

1. FPED 08
2. VA Department of Health to operate at the Airport on October 23, 2009
3. Blimps flyover

Mr. Scharpenberg made the motion for the airport to host FPED VIII. Mr. Arnaiz seconded. Motion passed 5-0.

Mr. Scharpenberg made the motion for VA Department of Health to operate at the Airport on October 23, 2009. Mr. Arnaiz seconded. Motion passed 5-0.

**CLOSED SESSION:**

At 10:22 a.m., Mr. George made the motion to go into Closed Session under Code of Virginia 2.2-3711A.3., 2.2-3711A.7. Mr. Campbell seconded. Motion passed 5-0.

**MOVING BACK INTO OPEN SESSION:**

At 11:30 a.m., the Authority moved back into Open Session.

**ADJOURNMENT:**

Mr. George made the motion to adjourn. Mr. Arnaiz seconded. Meeting adjourned at 11:35 a.m.

**NEXT MEETING:**

Stafford Regional Airport Authority's next regular meeting will be held Tuesday, August 11, 2009, at 8:30 a.m. in the Conference Room at the Stafford Regional Airport.